

**CLEMSON UNIVERSITY STAFF SENATE****Executive Committee**

November 24, 2009, 10:00 AM, 801 University Union

**Minutes**

**Present:** Michael Atkins, Dave Crockett, Wade Culler, Glenda Dickson, Tim Drake, Phil Landreth, and Pam Hawthorne

**Absent:** Rose Ellen Davis-Gross, Reggie Hawthorne and Janice Kleck

**Guest:** Michelle Piekutowski

President Tim Drake called the meeting to order.

**1. Announcements from the President**

**A. Academic Council,** Tim Drake. Has not met.

**B. Administrative Council,** Michelle Piekutowski. The council met and the following were discussed:

- Squirrels remain a problem on campus. Efforts to control the squirrel population are not working fast enough to keep up with the damage they are causing to the landscape. Additional measures will be taken.
- The Budget Strategies Task Force of IT presented a 3 phase plan. Phase 1 was accepted. Phases 2 and 3 were not received favorably.
- A suggestion was made regarding implementing a volunteer day similar to UCLA.
- A new sign for Clemson has been erected at the old YMCA location on highway 93.
- Clemson received a wind turbine grant. Additional information in on the Web.
- It was announced that the MBA program is relocating to Greenville, SC.

**C. Board of Trustees,** Tim Drake. Has not met.

**D. Governmental Affairs,** Dave Crockett. Impeachment proceedings against Governor Sanford depend on finding from the Ethics Committee.

**E. President's Cabinet,** Tim Drake. The Cabinet met on November 9. Some reports shared were:

- Chris Przirembel gave a presentation on research and economic development at Clemson.
- Chief Link reported that more arrests are made after Clemson hosts an evening football game.
- Angie Leidinger reported that they continue to work on regulatory relief and the Board of Trustees is working on the planning phase of the winter meeting.
- It was announced that an energy symposium is scheduled for January 30.
- Bill Bowerman discussed changes to the Faculty Manual that were passed.
- Dean Wall reported that a creative inquiry class is designing a library of the future and she also discussed support for PASCAL.
- Approximately 400 students went through Fort Hill on Legacy Day.

**F. Other:**

- 1) **Human Resources,** Michelle Piekutowski. 1) HR continues to push for an approval of the 2010 holiday schedule. 2) The Hazardous Weather Policy is more of a procedure than a policy. 3) Clemson is waiting on State HR to approve policies that were affected by the recent changes to the EPMS rating criteria. 3) Work continues on an internal application to

- move policies from the old manual to the new manual on HR's website. As changes are made to policies, a note filed will be added. 4) Staff will receive an extra 10% off at the Bookstore on December 4. 5) An electronic hiring process is being implemented. Hopefully it will be up and running by August 2010. 6
- 2) **Extension Senate**, Michael Atkins. The Extension Senate meets four times per calendar year. The last meeting of 2009 was held on October 22.
  - 3) **Faculty Senate**, Tim Drake. The majority of the meeting was routine reports. The remainder was spent discussing the newly reconvened Budget Accountability Committee.
  - 4) **Graduate Student Senate**, Dave Crockett. The Graduate Student Government met on 11/12/09 and presentation were made by:
    - Jan Murdoch, Dean of Undergraduate Studies, on the new Student Information Systems resource starting next summer, replacing the antiquated system which has been in place since 1979. The project, with a total price tag of around \$18 million, will vastly improve the collection, sharing and other utilization of graduate and undergraduate student enrollment, financial and degree progress data. While admittedly expensive, Murdoch says as substantial part of the cost will be offset by much greater efficiencies in student data management.
    - Brent Emerson of the Chief Financial Officer's staff gave a detailed explanation of plans to implement a printing management solution for both students and administrative offices. Through the use of a combination of hardware and software changes, the system which is slated to begin phase in next fall is expected to generate a 40 percent reduction in overall printing volume at Clemson and an annual saving in printing costs of some \$1.7 million. Key elements include quotas on public printer and plotter use by students (with charges for use deemed 'excessive') and a move to centralized printing in administrative areas.
    - Two students (names n/a) on plans for a 'Dance Marathon' in March on campus that will raise funds for awareness of the work of the Children's Miracle Network. The 13-hour event will be one of more than 100 across the country March 5-6.
    - GSG President Tammy Vaught reported on several items of continuing interest including the latest round of state budget cuts, construction plans on campus, exploration into the creation of a Graduate Alumni Council and plans for another forum in January featuring remarks by President Barker and the presidents of the staff, faculty, graduate and undergraduate student senates.
  - 5) **Undergraduate Student Senate**, Rose Ellen Davis-Gross. Davis-Gross attended the Student Senate meeting on October 2, 2009. Jan Murdoch gave a presentation on the purchase of a new Student Information System. There was also a presentation on budget allocations. Committees gave their reports.
2. **Financial Update**, Pam Hawthorne. The remaining E&G balance in Other is \$3,909.35 and \$1,000 in Travel. The Vending balance is \$4,928.71.
  3. **Standing Committees**
    - A. **Activities**, Negar Edwards. Work continues on the holiday drive to benefit Helping Hands and Bethesda Ministries.
    - B. **Communications**, Wade Culler. The newsletter is currently being drafted (Attachment A).
    - C. **Membership**, Phil Landreth. Membership met on November 17. Items discussed at the meeting and via e-mail are as follows:
 

**First**, in the matter of Attendance: it is proposed to amend the existing policy of 3 unexcused absences in one year (May-April) for removal from the Senate to; 3 absences from regularly scheduled Senate meetings or 3 absences from regularly scheduled committee meetings will allow for removal from the Staff Senate. If this removal takes place before September 30, of

the year, a special election will take place to fill the vacated slot. If this takes place after September 30, of the year, the slot will stay open until regular elections in March/April.

**Explanation:** If you look at the attendance role, there are several Senators that have only attended one or two meetings this whole year. Even if some or all of these absences are “excused”, the Senator is not effective in representing his/her constituency. The same follows suit with committee meetings. This is where the Senate does its work, if Senators are not attending the regularly scheduled committee meetings, they are not being effective.

**Second**, in the matter of Attendance: It is proposed that the Membership Chair, through the committee, report to supervisors of Senators in January the attendance record for that Senator.

**Explanation:** This will aid Supervisors in the EPMS review of Senators, further instilling trust and demonstrating the importance of the Staff Senate and Staff Senate business.

**Third**, in the matter of Elections: It is proposed to change the month of Elections of officers from April to March.

**Explanation:** This will allow for current senators to vote on officers without the confusion of having incoming senators present.

**D. Policy and Welfare**, Michael Atkins. Has not met.

**E. Scholarship**, Reggie Hawthorne. No report.

**4. Unfinished Business**

**A. Staff Representative to the BOT**, Tim Drake. Tim Drake received a letter regarding the requested staff representative to the BOT (Attachment B).

**5. New Business**

**A. Parking Visioning Committee**, Karon Donald for Rose Ellen Davis-Gross. The Visioning Committee is asking for parking suggestions and alternatives. The following was distributed to the group as additional information (Attachments C & D).

**B. 25<sup>th</sup> Celebration**, Karon Donald. The consensus of the group was to proceed with a celebration on December 16 since the initial planning had been completed. Attendance concerns were expressed regarding the time of day and the time of year.

**6. Announcements:** None.

**7. Adjournment:** There being no further business, the meeting adjourned.

**Next Meeting:** Tuesday, January 26, 2009, 9:00 a.m., 801 University Union